

CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D.C. 20505

31 JUL 1980

STATINTL

STATINTL

During the recent review of contractual security practices at the [REDACTED] it was brought to my attention that you, in the course of your employment, became aware of a situation where certain classified data was being handled and stored in an unclassified environment. Despite your acknowledged awareness, you failed to take immediate steps to either rectify the situation or, at the least, bring it to the attention of the appropriate supervisory authority.

In view of the seriousness with which this Agency, and I, as its Director of Security, look at the responsibility of all personnel involved in contractual relationships to protect classified data, I must make your failure to act in this particular circumstance a matter of formal record in appropriate United States Government security files.

At the same time that I do so, however, I must in all fairness make it a matter of record that at a subsequent point in time to the incident mentioned above, you took the initiative on your own to provide safeguards for the same classified material when you discovered that it was about to be stored in an unclassified mode in another location.

I appreciate the cooperation you gave representatives of this Office in the course of our security review and I consider this matter closed.

STATINTL

Distribution:

Orig - Adse

1 - DCI

1 - DDCI

1 - ER

1 - D/NFAC

1 - GC

1 - DDA

1 - DDA Registry

1 - D/ODP

1 - D/OL

1 - SO/NFAC

[REDACTED]  
Director of Security

05

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Director of Security  
4 E 60

EXTENSION

NO.

REF: OS 0 1937

DATE

21 JUL 1980

TO: (Officer designation, room number, and building)

DATE

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

D/ODP  
2 D 00

8/1

J

2.

E O

8/4

GD

3.

D D

8/9

E O

4.

C/M S

8/4

GB

5.

SO/ODP

8/5

DE

6.

7.

8.

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10.

11.

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13.

14.

15.

cc DD/A/ODP  
per 8/9/80  
(E)

STATINTL